

Business Development Programme Status Report

March 2023

Type 3 (High)				
Projects	Issues	Successes	Project Performance	
P108 Replacement ICCS & Mobilising Solution Project Sponsor: M Warren Project Manager: N Hoad Completion Date: Contract Award October 2019 Go Live: Autumn 2023 Overall status: Amber (against revised schedule)	<p>Extended timescales for some planned works need monitoring as could cause issues for meeting timescales.</p> <p>Challenges with absence in the suppliers team but working with Systel to mitigate.</p> <p>Issue with the availability information integration testing. Cambridgeshire and Suffolk are working closely with the supplier to resolve the issue.</p> <p>Issues with the mobile data terminal integration has paused any testing in this area. Working with the suppliers to resolve the issues.</p>	<p>Reinstated temporary licence from Home Office means testing and training can now resume for the direct communication server.</p> <p>Crewing and data received on the platform and validation.</p> <p>Issue with gazetteer interface to the mobilising system is now resolved and training for Combined Fire Control is being planned to allow the addition of legacy address records to the Gazetteer.</p> <p>Good progress being made on training preparation including training materials, strategies and roll out plans. Discussions have also begun around the wider service training rollout.</p> <p>Session Initiation Protocol (SIP) conversations initiated between relevant parties to switch over emergency lines and work has begun on this.</p>	Board	
			Team	
			Budget	
			Risk	
			Control	
			Timescales	

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<p>P137 Review of Operations</p> <p>Project Sponsor: CFO Project Manager: S Smith Project Lead: S Thompson</p> <p>Completion Date: Phase 1 High Level Business Cases - May 2022</p> <p>Phase 2 Detailed Business Cases Final summary of findings—31 July 2023</p> <p>Overall status: Green</p>	<p>No current major issues to report.</p>	<p>Paper taken to Chief Officer Advisory Group to update and sign off several areas including: <u>Most Serious Incident categorisation</u> – concept agreed including redeployment and upskilling stations to support. Ongoing work in these areas to create final reports ready for implementation.</p> <p><u>Specialist equipment</u> – mobilisation changes for Incident Command Unit, Incident Support Unit and Water Carrier being taken to ENCC (Executive Negotiation and Consultation Committee).</p> <p><u>Incident Command Unit Review</u> - underway, started work with ICT to plan for the removal of the contracts, interim changes to support Grenfell outcomes (including new equipment and screens in control) and axillary equipment being explored.</p>	Board	
			Team	
			Budget	
			Risk	
			Controls	
			Timescales	Agreement for extension until 31 July 2023
<p>P137 Review of Operations continued</p>				

		<p><u>Incident Support Unit</u> – equipment review started.</p> <p><u>4x4</u> – two rapid 4x4 response vehicles identified to trial, work continues to source and embed before the summer.</p> <p><u>On-Call stations review</u> – continuing to review risk v cost, benefit analysis for three stations.</p> <p><u>Middle Managers Continuous Professional Development</u> – additional 10 days training agreed, currently being programmed for remaining of year.</p> <p>Other areas of note:</p> <ul style="list-style-type: none"> • Financial Business Continuity Planning summary completed and passed to Chief Officers Advisory Group. • Ongoing work identifying On-Call analysis and additional equipment to support spate response. • New focus group attendees identified to support. <p>New work packages created.</p>		
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P135 Finance System Software Replacement Project Project Sponsor: M Warren Project Manager: U Bird Completion Date: November 2023 Overall status: Green	A large amount of working hours needed to complete the workshops, configuration and documentation by Finance. This may cause conflicting priorities and may impact the planned timescales (Go live target date was October 2023 and is now early November 2023). Work is intensive for the Finance Team as this will take a considerable amount of their resources.	Introduction and kick-off meetings completed in February. Workshops booked in during March, April and May for training, data migration and configuration. Internal resources – workshops booked in with internal staff. Communications about User Acceptance Testing being drafted and planned to go out mid-March.	Board	
			Team	
			Budget	
			Risk	
			Controls	
			Timescale	Original target 1 October pushed back to 1 November

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P140 Microsoft 365 implementation and cultural change Project Sponsor: J Fagg Project Manager: TBC Completion date: Two years First three months scoping the tools to be delivered. Two months in planning the roll out, 19 months dedicated to the roll out and cultural change activities to achieve the project objectives. Overall status: In planning		Job evaluation and job description completed – agreement from Chief Officers Advisory Group to continue to recruit to this post. Recruitment timeline completed and post to be advertised on 10 March 2023 for a two week period. Once Project Manager appointed the project will be initiated.	Board	
			Team	
			Budget	
			Risk	
			Controls	
			Timescales	
P126 Huntingdon Relocation Project Sponsor: M Warren Project Manager: J Houseago Completion date: Planning phase – August 2021 COMPLETE Build completion October 2022 COMPLETE Move – January 2023	Working through high priority snagging items as quickly as possible. Now 43 snagging items which has reduced significantly but a few not being resolved as quickly as had hoped.	As of 1 February 2023, operational crews were responding from the new site. On 8 March 2023, colleague tours undertaken following this, the site was open to all. Welcome pack will be issued to all staff members providing key information and guidance	Board	
			Team	
			Budget	Fixtures and fittings element of the budget has been increased.

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Status: Green		<p>on hot desking, use of utilities/facilities etc.</p> <p>The final elements of the commissioning stage are due to conclude over the next couple of weeks, any items identified post this will fall into business as usual activity for the Property Team.</p> <p>The Project Team continue to record snagging issues that are identified along with conducting regular reviews to ensure these are acknowledged and where applicable addressed. Property Team will shortly take over this process as business as usual.</p> <p>Next steps are to work through all admin related activities including full review of action, risk and issues logs, budget and producing an End Project Report.</p>	Risk	
			Controls	
			Timescale	
P122 Training Centre Review Project Sponsor: W Swales Project Manager: V Best Trial start date December 2022 for two years.		<p>Completed and undergoing trial for two years (end 2024). End Project Report has been completed and will be presented to Programme Board.</p>	Board	
			Team	
			Budget	
			Risks	

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Project Closure: Project to be closed in January 2023. Review of Trial - TBD Status: Green (against revised trial dates)			Control	
			Timescale	
P141 Replacement for TRIM Project Sponsor: S Newton Project Manager: G George/C Durrant Completion date: Phase 1 Business Case April 2023 Status: Green P141 Replacement for TRIM cont.		<p>Kick off meeting took place in February 2023. Good input with risks and issues identified. From this, a number of people have expressed an interest in becoming involved as the project progresses. Risk scoring with control measures completed.</p> <p>Further meeting with Suffolk FRS scheduled for 23 March 2023 to discuss possible replacement process of particular interest.</p> <p>Meeting to be scheduled with Project Sponsor to discuss options.</p>	Board	
			Team	
			Budget	
			Risks	
			Control	
			Timescale	

Type 2 Projects

Project	Issues	Successes	Project Performance	
P138 On-Call Initiatives Project Sponsor: S Smith Project Manager: K Andrews Five separate workstreams Completion 13.5 Ladders Q1 2022 Closed Co-Responding Q2 2022 Closed Papworth to Cambourne Q1 2022 - Closed Crewing Q4 2022 Closed Business Hub Q3 2022 Closed Status: Green		All workstreams from the five initiatives completed. Overarching End Project Report for all On-Call initiatives in this project to be presented to Programme Board.	Board	
			Team	
			Budget	
			Risk	
			Control	
			Timescales	